

Protocol Safe Training – in the 1,5-meter economy

This protocol consists of the general safety- and hygiene measures that (professional) trainers and coaches can implement in order to ensure covid-19 secure training, in accordance with the current guidelines. The safety and health of both trainers and participants are the primary objective of this protocol.

Should new measures and guidelines be set by the government, NOBTRA will adapt this protocol accordingly. The objective is to create covid-19 secure training sessions, ensuring social distancing and hygiene.

1.0 1,5-meter social distance

- Training sessions are conducted in smaller groups, in order to ensure 6m² clearance per participant.
- We monitor and make sure participants keep 1,5 meters away from each other.
- Participants have assigned seats in the training room.
- Training sessions are conducted in facilities that enforce covid-19 secure measures, i.e. 1,5-meter distancing.
- Exercises and other training methods are solely conducted at 1,5 meters distance.
- The trainer provides a plan for movement of participants within the training room, for example when entering and exiting the room and when performing an exercise.
- Exercise groups are formed and remain the same for the duration of the training.
- Prior to the training session, at the start and once every 1,5 hours, the trainer will inform participants on the implementation of social distancing during the training session.
- In order to reduce the number of physical gatherings, we encourage hybrid training sessions, with both physical and online sessions.
- Participants are requested to arrive at the facility no earlier than ten minutes before the start of each training session and to leave immediately once it has ended.

2.0 Hygiene

- We (both trainers and participants) will strictly follow the RIVM hygiene measures. Participants stay at home when experiencing any of the complaints that correspond with a covid-19 infection. These are cold symptoms (runny nose, sore throat, coughing, loss of taste or smell and a temperature up to 38.0 degrees Celsius), fever and/or shortness of breath.
- Participants should also stay at home if anyone in their household has a fever (over 38 degrees Celsius) and/or difficulty breathing, or if anyone in their household has tested positive for covid-19.
- Should the trainer have any flu or cold symptoms or has tested positive for covid-19, a replacement trainer will be provided, or the training session will be rescheduled. The same applies when anyone in the trainer's household has a fever (38 degrees Celsius or above) and/or shortness of breath or has tested positive for covid-19.
- Participants are required to wash their hands before entering the training room and before exiting the facilities.

- Hand sanitizer gel will be provided in each training room, as well as paper towels and cleaning products for cleaning training equipment.
- Training equipment such as pens, binders, and post-it blocks are offered pre-packaged. The trainer will disinfect his hands before handing out all material, does not touch his face while handing it out and will disinfect his hands again once he is finished.
- Participants are offered the option of cleaning all materials themselves as well.
- Training equipment will not be shared amongst participants.

3.0 Location – Professional facility providers and private facilities

Should the training session be held at a professional facility provider, we shall personally check the facility beforehand (by phone or video call) in order to ensure the 1,5-meter protocol is implemented on site. In addition to this Protocol Safe Training, the facility provider's specific measures and guidelines for the training facility must also be observed. We shall inform the participants about these specific measures as much as possible prior to the training session. The facility provider is fully responsible for implementing the measures listed below. The facility must at least ensure that (in accordance with the branch association CLC-Vecta standards):

- It is possible to maintain 1,5 meters distance throughout the training session, including the training room, public spaces and sanitary facilities.
- There is a safe one-way flow of movement to and through the facility.
- There is a protocol for safe use of the sanitary facilities and these facilities are cleaned thoroughly at a regular interval, especially all points of hand contact.
- All training rooms are cleaned both prior to and during the training session (during the break), especially the desks and chairs of the participants and the trainer.
- Breaks are staggered in order to prevent crowding with other users of the facility. Times of arrival, breaks and departure are to be coordinated beforehand.
- Training rooms are ventilated properly, preferably with one or multiple open window(s).
- Strict safety- and hygiene measures are implemented for using (points of hand contact of) coffee and tea facilities, lunch, dinner and other catering related options.
- The facility workers have taken notice of the RIVM-guidelines and take extra care, for example by often washing their hands well and making sure visitors observe these measures.

3.1 Location – at the customer

Should the training session be held at the customer's facility, on the floor or in a conference room, the following measures will apply:

- The customer is responsible for implementing a 1,5-meter policy within the facility that hosts the training session or course. The customer is fully responsible for meeting all facility requirements for the training session.
- The trainer may advise the customer on the 1,5-meter policy and the set guidelines, for example by using the checklist from paragraph 3.0.

- In the training room, the trainer is responsible for following the guidelines as mentioned in paragraph 1.0, 2.0, 4.0 and 5.0.
- Should the trainer conclude that the facility does not allow for implementing the guidelines as stated in paragraph 1.0, 2.0 and 4.0, the trainer will not be able to conduct the training session and another facility will have to be found, in consultation with the customer.
- Prior to the training session, the trainer will ensure whether the facility meets the requirements and whether the session can be held in accordance with the Protocol Safe Training.

4.0 Training Methods

- Only training methods that can ensure 1,5 meters distance shall be used.
- The trainer shall instruct the participants step by step before each new training method, especially concerning the 1,5-meter distance to each other.
- The trainer shall maintain 1,5 meters distance from the participants at all times. Literally 'looking over the shoulder' is no longer possible and the trainer shall use a distanced alternative.

5.0 Conduct during training

- Prior to the training session, at the start and once every 1,5 hours, the trainer will inform participants on the implementation of social distancing and hygiene measures during the training session.
- All participants and others present at the training session are personally responsible for following the instructions, this protocol and the general guidelines of the RIVM.
- Participants are asked to be mindful of one another and to help each other observe the set conduct guidelines.
- Trainers are authorized to dismiss participants who do not observe the safety- and hygiene instructions. They shall be requested to leave the training session and the facility.

6.0 Communication

- Each participant shall receive safety- and hygiene instructions prior to the training session.
- Each training session starts with clear explanation of these safety- and hygiene instructions.
- These instructions shall be placed visibly in the training room, or be handed out to each participant at the start of the session. This ensures that delayed participants will also be properly instructed.
- The trainer shall remind participants of these safety- and hygiene measures at least once every 1,5 hours and at the start of each new training method.
- In agreement with the customer, participants who willfully ignore the safety- and/or hygiene measures shall be dismissed from the training session.
- Trainers are not responsible for enforcing the measures of this protocol. Every participant is personally responsible for their own conduct and actions.

7.0 Updates

This protocol will be updated with every adaptation of the guidelines by the government and the RIVM. Every update negates the previous version. Visit NOBTRA's website (<https://nobtra.nl>) for the latest version of this protocol.

Sources:

- RIVM
- Branch association CLC Vecta
- Mrs. J. van der Woude-Verstrijen, lawyer at De Raadgevers
- Drs. D.M. Bovée, internist at Ijsselland Ziekenhuis